

MACOMB COUNTY, MICHIGAN

GENERAL FUND

101

CORPORATION COUNSEL

21001

GENERAL COUNTY

3

DEPARTMENT PURPOSE:

To provide legal assistance to Macomb County employees in all civil law matters.

DEPARTMENT FUNCTIONS:

The staff of the Corporation Counsel is available daily to answer legal questions and to provide legal representation to all elected and appointed County officials as well as all County department employees.

DEPARTMENT POSITION CLASSIFICATIONS	2006 RANGE		AMENDED 2006 BUDGET	2007 BUDGET
Corporation Counsel Director	\$103,132	\$128,915	1	1
Assistant Corporation Counsel	80,081	100,102	4	4
Legal Secretary	38,183	47,729	1	1
Senior Secretary	32,997	40,397	1	1
Paralegal	30,475	38,094	1	1
Law Clerk (2 PT)		12.96 /hr	1	1
TOTAL			9	9

MACOMB COUNTY, MICHIGAN

2007 BUDGET SUMMARY

FUND 101 - GENERAL FUND
ORG 21001 - CORPORATION COUNSEL

ACCOUNT NAME	FUND 101 2005 ACTUAL	2006 CURRENT BUDGET	ACTUAL YTD 12/29/06	2007 BUDGET ADOPTED
TOTAL PERSONNEL EXPENSES	868,393	1,000,351	878,886	1,055,233
OFFICE SUPPLIES	1,800	2,250	1,858	2,150
BOOKS & PUBLICATIONS	6,920	8,000	7,556	8,000
POSTAGE & DELIVERY	2,903	2,822	1,796	3,000
FILING FEES	75	85	75	100
MI BAR DUES-REIMBURSEMENT	1,575	1,575	1,575	1,575
LOCAL TRAVEL	2,315	2,178	2,044	2,200
TRAVEL EXPENSE	64	300	255	200
PRINT & BINDING	365	600	163	600
RECORD COPYING	63	337	337	325
EQUIPMENT REPAIR & MAINT	685	1,525	1,165	1,525
EQUIPMENT RENTAL	73	78	78	75
EMPLOYEE TRAINING	0	1,000	0	0
MISCELLANEOUS	7	35	0	35
TOTAL OPERATING EXPENSES	16,845	20,785	16,900	19,785
INSURANCE	5,312	6,059	4,544	7,260
TELEPHONE	7,528	7,948	7,285	7,501
EQUIPMENT RENTAL	2,206	2,206	1,654	2,006
MIS-COMPUTER MAINTENANCE	740	647	593	640
MIS-DATA CENTER SERVICES	0	8,095	7,420	8,012
TOTAL INTERNAL SVCS COSTS	15,786	24,955	21,496	25,419
TOTAL ORGANIZATION	901,024	1,046,091	917,282	1,100,437

PERFORMANCE MEASUREMENTS

CRITERIA	2004 ACTUAL	2005 ACTUAL	2006 PROJECTED	2007 PROJECTED
HUMAN RESOURCE FILES	161	181	185	190
CONTRACTS APPROVED	256	289	256	265
FOIA REQUESTS	102	111	129	125
WRITTEN REPORTS	28	32	21	30
LAWSUITS	25	34	41	45
CLAIMS FILED	12	5	16	18
POSSIBLE CLAIM FILES OPENED	5	6	6	7
INMATES SUED-REIMBURSEMENT	681	782	1,232	1,300